



Division of Service-Disabled Veterans' Business Development

Annual Report | December 31, 2019



Office of General Services
Division of Service-Disabled
Veterans' Business Development

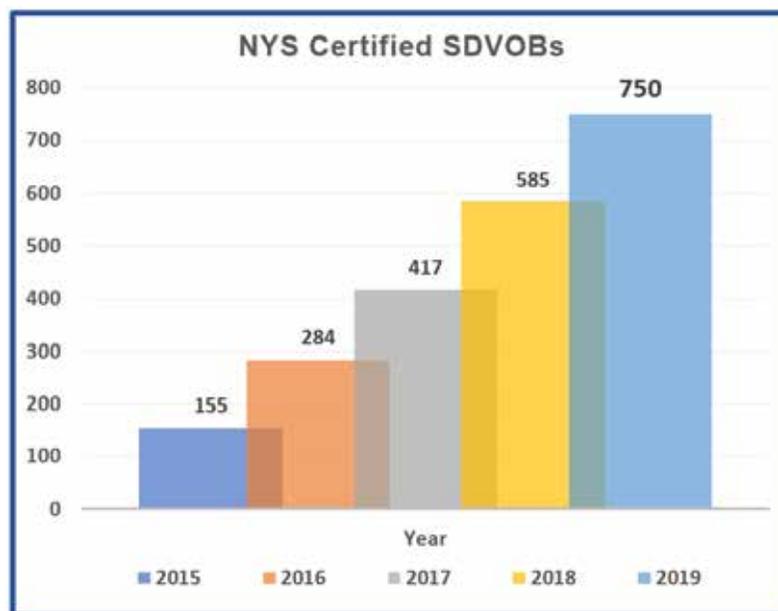
Background

In May 2014 Governor Andrew M. Cuomo signed the Service-Disabled Veteran-Owned Business Act (the Act) into law, which, in addition to other measures of support, establishes a 6% participation goal for service-disabled veteran-owned companies on State contracts, the highest in the nation. As a part of that Act, Governor Cuomo created the Division of Service-Disabled Veterans' Business Development (the Division) within the Office of General Services (OGS). The Division monitors the activities of agencies and authorities, develops statewide annual reporting and, most importantly, assists Service-Disabled Veteran-Owned Businesses (SDVOBs) in becoming certified and positioned to do business through State contracts.

Certification

In 2019, the Division continued its national record pace of certifications with the certification of 183 SDVOBs, taking an average of 33 working days from receipt of application to the certification decision. From the inception of the program, the Division has received 937 applications for certification resulting in 750 NYS certified SDVOBs.⁽¹⁾

⁽¹⁾ To date, 110 applications (11.7%) have been denied or withdrawn for various reasons. There are 27 applications currently under review and no appeals have been received. The certifications of 50 SDVOBs have been revoked due to buy-outs, retirement, incorporation, business dissolution, or non-compliance.

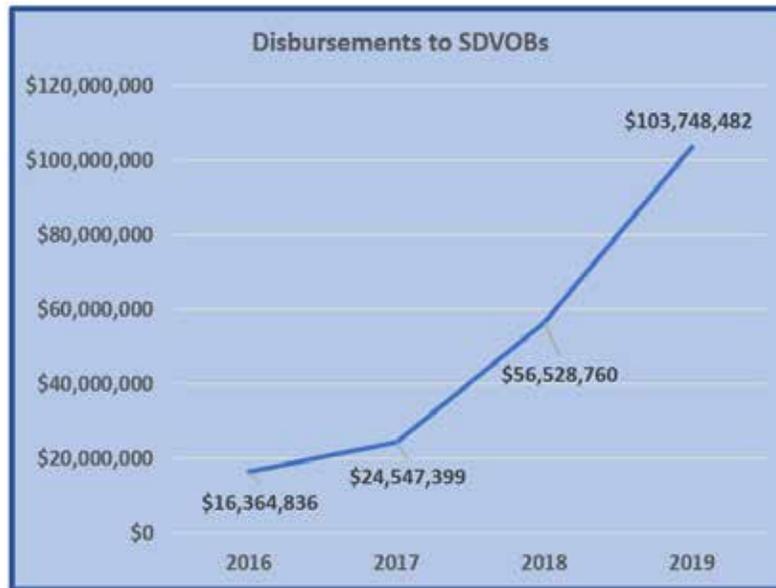


State and National Outreach

In 2019, the Division performed extensive compliance training with agencies, authorities and prime contractors in addition to continuing to aggressively market the program both statewide and nationally. The 74 webinars, training sessions, outreach meetings and events in 2019 included major participation with the New Jersey Veterans Chamber of Commerce, the Veterans in Business Network, and the Elite SDVOB Network resulting in the certification of 55 out-of-state SDVOBs. The two day 2019 Veterans in Economic Transition Conference (VETCON) provided one-on-one matchmaking, educational round tables and peer networking opportunities for over 330 SDVOB representatives and over 240 representatives of agencies, authorities, prime contractors and other stakeholders.

Statewide Utilization

Disbursements to SDVOBs from October 1, 2018 through September 30, 2019 surpassed \$100 million, which represents an 83.5% increase over the same period one year earlier.



⁽²⁾ Each year represents Quarter 4 of the prior calendar year plus Quarters 1, 2 and 3 of the current calendar year:

Total Awards	3,756
Total Value of the Awards	\$109,494,887
Average Value of Award	\$29,152
Total Disbursements to SDVOBs	\$103,748,482

Agency/Authority	SDVOB Utilization \$	SDVOB Utilization %
Adirondack Park Agency (APA)	4,413.63	3.42%
Agriculture & NYS Horse-Breeding Development Fund (Ag&Horse)	7,750.49	3.84%
Albany County Airport Authority (ACAA)	112,744.16	0.37%
Albany Port District Commission (PortAlbany)	495.01	0.07%
Alcohol Beverage Control Board (SLA)	0.00	0.00%
Battery Park City Authority (BPCA)	3,627,292.49	31.34%
Board of Elections (ELECTIONS)	14,787.06	0.85%
Buffalo Fiscal Stability Authority (BFSA)	265.43	7.52%
Capital District Transportation Authority (CDTA)	26,719.28	0.34%
Cayuga County Water & Sewer Authority (CCWSA)	0.00	0.00%
Central New York Regional Transportation Authority (CNYRTA)	28,325.90	0.84%
City University Construction Fund (CUCF)	182,652.75	0.30%
City University of New York (CUNY)	417,212.44	0.68%
Council on the Arts (ARTS)	0.00	0.00%
Department of Agriculture & Markets (AG&MKTS)	7,995.20	0.58%
Department of Civil Service (CS)	16,294.44	2.51%
Department of Corrections & Community Supervision (DOCCS)	1,643,909.17	9.65%

Agency/Authority	SDVOB Utilization \$	SDVOB Utilization %
Department of Economic Development (DED)	0.00	0.00%
Department of Environmental Conservation (DEC)	620,145.65	0.52%
Department of Financial Services (DFS)	200,114.36	14.50%
Department of Health (DOH)	133,634.30	0.96%
Department of Labor (DOL)	227,527.21	21.33%
Department of Motor Vehicles (DMV)	563,590.96	7.97%
Department of Public Service (DPS)	128,821.14	15.88%
Department of State (DOS)	6,726.82	0.44%
Department of Taxation & Finance (TAX)	39,966.21	5.44%
Department of Transportation (DOT)	15,560,473.08	4.45%
Development Authority of the North Country (DANC)	280,412.48	3.94%
Division of Budget (DOB)	9,763.72	100.00%
Division of Criminal Justice Services (DCJS)	7,356.85	49.28%
Division of Homeland Security & Emergency Services (DHSES)	271,303.38	3.36%
Division of Human Rights (DHR)	21,774.94	9.23%
Division of Military & Naval Affairs (DMNA)	234,341.68	10.59%
Division of State Police (NYSP)	278,277.36	7.57%
Division of Veterans Affairs (DVA)	7,379.47	34.47%
Dormitory Authority of the State of New York (DASNY)	10,737,244.13	1.77%
Empire Center at the Egg (EGG)	0.00	0.00%
Empire State Development (ESD)	2,327,104.75	0.29%
Environmental Facilities Corporation (EFC)	108,194.83	1.20%
Erie County Fiscal Stability Authority (ECFSA)	0.00	0.00%
Erie County Medical Center (ECMC)	331,188.43	1.07%
Executive Chamber (CHAMBER)	14,932.65	70.13%
Gaming Commission (NYSGC)	758,294.93	20.75%
Governor's Office of Employee Relations (GOER)	0.00	0.00%
Higher Education Services Corporation (HESC)	10,600.00	100.00%
Housing Trust Fund Corporation/Governor's Office of Storm Recovery (GOSR)	163,216.48	1.55%
Hudson River Park Trust (HRPT)	538,914.41	1.58%
Hudson River-Black River Regulating District (HRBRRD)	22,401.60	4.58%
Information Technology Services (ITS)	1,771,523.93	1.96%
Jacob Javits Convention Center (JAVITS)	769,770.26	4.33%
Joint Commission on Public Ethics (JCOPE)	0.00	0.00%
Justice Center for the Protection of Persons with Special Needs (JUSTICE)	28,266.56	3.79%
Livingston County Water & Sewer Authority (LCWSA)	3,007,999.32	55.77%
Long Island Power Authority (LIPA)	1,970,562.83	3.28%
Metropolitan Transportation Authority (MTA)	25,640,332.61	3.83%
Nassau County Interim Finance Authority (NIFA)	0.00	0.00%
Nassau Health Care Corp. (NHCC)	0.00	0.00%
Natural Heritage Trust (NHT)	0.00	0.00%
New York Power Authority (NYPA)	13,642,227.16	70.41%
New York State Bridge Authority (NYSBA)	69,485.49	0.98%
New York State Energy Research & Development Authority (NYSERDA)	555,791.07	8.09%
New York State Homes & Community Renewal - DHCR, HTFC (DHCR)	2,091,046.75	6.46%
New York State Homes & Community Renewal - HFA, AHC, SONYMA, MBBA, TSFC (HFA)	1,034,265.38	3.60%

Agency/Authority	SDVOB Utilization \$	SDVOB Utilization %
New York State Insurance Fund (NYSIF)	856,974.02	2.71%
New York State Thoroughbred Breeding & Development Fund Corporation (NYBREDS)	3,605.00	2.39%
New York State Thruway Authority (NYSTA)	669,343.53	2.92%
Niagara Falls Water Board (NFWB)	0.00	0.00%
Niagara Frontier Transportation Authority (NFTA)	327,028.09	1.46%
Office for People with Developmental Disabilities (OPWDD)	595,710.82	1.17%
Office for the Aging (AGING)	3,901.60	15.13%
Office for the Prevention of Domestic Violence (OPDV)	0.00	0.00%
Office for Victim Services (OVS)	0.00	0.00%
Office of Alcoholism & Substance Abuse Services (OASAS)	221.17	0.0036%
Office of Children & Family Services (OCFS)	88,417.94	0.29%
Office of General Services (OGS)	1,221,443.40	4.75%
Office of Mental Health (OMH)	383,287.23	0.69%
Office of Parks, Recreation, & Historic Preservation (PARKS)	388,692.88	0.32%
Office of Temporary & Disability Assistance (OTDA)	432,780.78	4.50%
Office of the Inspector General & Welfare Inspector General (OIG)	5,752.10	1.84%
Office of the Medicaid Inspector General (OMIG)	95,225.90	16.55%
Ogdensburg Bridge & Port Authority (OGDEN)	0.00	0.00%
Olympic Regional Development Authority (ORDA)	46,699.35	0.31%
Port of Oswego Authority (OSWEGO)	1,846.44	1.85%
Public Employment Relations Board (PERB)	778.24	2.81%
Rochester Genesee Regional Transportation Authority (RGRTA)	19,947.84	8.63%
Roosevelt Island Operating Corporation (RIOCC)	424,466.25	3.36%
Roswell Park Cancer Institute (RPCI)	233,227.85	3.85%
Schenectady Metroplex Development Authority (SMDA)	0.00	0.00%
State Commission of Correction (SCOC)	0.00	0.00%
State University Construction Fund (SUCF)	1,645,624.75	0.49%
State University of New York (SUNY)	4,738,341.42	0.88%
Syracuse Regional Airport Authority (SRAA)	52,126.27	3.01%
United Nations Development Corporation (UNDC)	473,678.99	3.03%
Upper Mohawk Valley Water Authority (MVWA)	0.00	0.00%
Westchester County Health Care Corporation (WCHCC)	575,692.99	1.37%
Workers Compensation Board (WCB)	83,155.16	7.12%
Office of the State Comptroller (OSC)	303,165.79	1.92%
	103,946,966.43	

Agency/Authority Efforts to Promote SDVOB Utilization

Adirondack Park Agency

The Agency educates its procurement/purchasing personal by having monthly discussions on updates to SDVOB legislation and requirements. The Agency reviews the SDVOB listing on a regular basis to determine if any new listings can provide needed services or commodities. With a limited discretionary budget, the Agency reviews all purchases to determine if the items can be purchased from a SDVOB and then reviews the cost analysis. The Agency will be attending VETCON this year in hopes of learning about new vendors and services being provided. The Agency has very few contracts and relies on discretionary purchases to meet the 6% SDVOB utilization.

Agriculture and New York State Horse-Breeding Development Fund

The Fund is a small authority with a limited discretionary budget. However, in 2019 we have continued making strides in reaching our utilization plan's goal of 6%. This year we increased our budget and spending on advertising and marketing, so our discretionary spending increased and allowed us to use the services of SDVOB vendor for a pilot program involving county fairs racing. We will continue to seek SDVOB vendors for any projects or services we may need in the future. However, much of our discretionary spending for advertising and promotional items are trade-specific purchases that are not available from SDVOB vendors. We have attended VETCON the last two years to find more opportunities to utilize SDVOB.

Albany County Airport Authority

The Authority helps certified SDVOB firms identify procurement opportunities and understand procurement processes, policies and procedures. The Authority seeks to increase the pool of available SDVOB firms by encouraging uncertified firms to get certified as SDVOB. The Authority attended VETCON in November 2019 to promote business opportunities at the Airport. The Authority works closely with prime contractors to ensure that they comply with requirements to report payments to subcontractors and that they make good faith efforts to meet the utilization goals established for the contract. Assistance to prime contractors includes providing them with lists of certified SDVOBs able to perform specific types of work that fall within the scope of the contract.

Albany Port District Commission

Staff will build upon past efforts to hire SDVOB contractors as part of the 2019-2020 Goal Plan to aspire to use at least 6% SDVOBs as part of the Port's contracted work. Staff plans on meeting more frequently to discuss SDVOB opportunities and with the Division to find more certified contractors. Additional members of the Port's leadership team attended VETCON 2019 to inform those present about upcoming opportunities. Prior to the bidding of contracts staff reviews the list of certified contractors and highlights the SDVOB importance with consultants in order to determine goals. The Port monitors prime contractors to ensure that they comply with the reporting requirements and that they make good faith efforts to meet the utilization goals established under their contracts.

Alcohol Beverage Control Board/State Liquor Authority (SLA)

The SLA is hosted by Office of General Services (OGS) for human resources, finance, and contracting. Many commodities and services used by the SLA are acquired through centralized State contracts. Other spending is made using purchase orders and the procurement card system. The SLA has consistently sought to identify certified vendors in the database and to identify opportunities to engage certified vendors in State procurement. The SLA will consult with the OGS and the Division to identify new purchasing opportunities and to identify outreach prospects.

Battery Park City Authority (BCPA)

When a procurement opportunity arises, BPCA's procurement team conducts extensive outreach to both the SDVOB Community and OGS's Division. BPCA also identifies companies owned by a disabled-veteran but not yet certified as an SDVOB to connect them with OGS for certification.

Board of Elections (BOE)

The BOE understands the importance of the SDVOB program and the opportunity it presents to SDVOB business. The BOE is committed to working towards achieving the SDVOB goal. After review of the SDVOB vendors currently certified, the BOE has identified the specific areas where we could possibly leverage if our form, function and utility is not met by preferred source or NYS centralized contracts. As part of the BOE's day-to-day activities, the Administrative Office intends to regularly: (1) Identify SDVOB resources from the SDVOB directory and have an ongoing dialogue with OGS staff, as necessary; (2) Actively solicit SDVOB vendors and (3) Continually encourage BOE Procurement Card (P-card) holders to utilize SDVOB firms by reviewing P-card statements to identify areas where utilization could be improved.

Buffalo Fiscal Stability Authority

The BFSA did not enter into any contracts in excess of \$25,000 over the last four quarters and doesn't anticipate any such contracts over the remainder of the current fiscal year. In an effort to meet our annual SDVOB spending goal, we routinely search the SDVOB database to identify vendors that provide the goods/services sought. A thorough cost analysis is per-

formed to ensure that the BFSAs are spending dollars cost-effectively and SDVOB vendors are utilized where appropriate. The BFSAs anticipate meeting the SDVOB participation goal for fiscal-year 2019-20 which is currently at 4.1% through the end of the first two quarters. The BFSAs will continue to strive to meet the goals of this important program.

Capital District Transportation Authority (CDTA)

CDTA is actively pursuing opportunities with firms found in the directory as well as through meetings at VETCON 2019 in the areas of office supplies, furniture and some automotive parts to increase utilization to the projected goal. In addition to these efforts, staff is reviewing the directory for other potential opportunities for SDVOB contract goals as well as any opportunities there may be to make purchases from NYS OGS Centralized contracts. Lastly, CDTA requires a "Payments to Subcontractors" form be completed on a monthly basis for all contracts containing subcontracting so that vendor usage may be tracked.

Cayuga County Water and Sewer Authority (CCWSA)

CCWSA continues to conduct its business to support SDVOB programs. Although CCWSA is a relatively small water and sewer utility service (revenue-based business) with limited opportunities for procurement, we continue to search the SDVOB network of businesses and the guidance provided by the program. Education of our staff regarding the program is ongoing and use of the SDVOB directory is encouraged whenever practical. We will continue to search opportunities to utilize the SDVOB program that NYS has implemented.

Central New York Regional Transportation Authority (CNYRTA)

In June 2019, CNYRTA attended an SDVOB training with the Division. The training provided insight into how to better utilize SDVOBs. CNYRTA makes every effort to ensure SDVOBs are aware of contracting opportunities by advertising contracts greater than \$25,000 in local papers, indicating that SDVOBs are encouraged to respond. Additionally, CNYRTA reviews the SDVOB Directory and sends opportunities to businesses that meet the description in each specification. Prior to bid submissions, a pre-bid meeting is conducted to inform potential bidders about subcontracting opportunities and CNYRTA's commitment to maximize utilization of SDVOBs. Due to the lack of construction contract needs, CNYRTA focuses on commodities/services as the main contracting categories in which to capture SDVOB utilization.

City University Construction Fund (CUCF)

CUCF remains committed to increasing participation in the SDVOB program. With the increased number of certified SDVOB vendors in the areas of design and construction, CUCF is committed to establishing greater opportunities through discretionary procurements, partnership on existing contracts and task order assignments. CUCF continues its outreach efforts through our website (www.cuny.edu/cunybuilds), email, open solicitations, participating in the Competitive Edge SDVOB Conference, VETCON, and other events targeting SDVOB vendors. CUCF, together with CUNY, hosts an annual conference, including a workshop specifically to address SDVOB concerns and provide networking opportunities. SDVOB vendor information is available to Procurement and Construction Administration staff to assist vendors. We anticipate future SDVOBs opportunities as CUCF expands into Real Estate Services.

City University of New York (CUNY)

CUNY remains committed to increasing SDVOB participation in its procurement opportunities. CUNY has reemphasized SDVOB requirements during its monthly administrative meetings and continues to actively track SDVOB utilization system-wide. All colleges are strongly encouraged to exercise their discretionary purchasing authority and consider set-asides when it is in the best interest of the University. The Division provided training to all purchasing directors in 2019, and CUNY hosted downstate training session for the SDVOB program. All procurements that meet the threshold for SDVOB participation goals are reviewed by the Supplier Diversity Team during the solicitation development phase. The Supplier Diversity Team continues to conduct SDVOB-focused email outreach for specific solicitations to encourage the vendor community to respond. CUNY also hosts an annual supplier diversity conference to encourage SDVOB firms to meet and develop business connections with CUNY's 25 colleges, selected prime contractors and suppliers, and CUNY's Supplier Diversity Team. Additionally, CUNY participates at 30+ supplier diversity events each year, including VETCON, VETSOURCE, SBA National Veterans Small Business Week Resource Fair, and the Competitive Edge SDVOB Conference.

New York State Council on the Arts (NYSCA)

NYSCA has limited discretionary operational funding. Much of the NYSCA budget is allocated to salaries, rent, and utilities. The remaining allocation supports travel, supplies, and equipment. Due to NYSCA's small size, its budget and its mission, there are very few opportunities for agency contracting. Most of NYSCA's procurement is done through discretionary purchasing. All State procurement guidelines and regulations are followed and, when necessary, the Contract Reporter is utilized.

Department of Agriculture and Markets

The Department has identified discretionary spending limited to SDVOB & MWBE pursuant to State Finance Law § 163(6). We include both so we can open the opportunity to SDVOBs when only 1-2 are listed and still demonstrate a competitive playing field. We are also in the process of partnering with an SDVOB for ink & toner purchasing. We continue search for potential SDVOB opportunities, and we include the standard SDVOB language in our procurement and contract documents to encourage entities doing business with us to look for subcontracting opportunities for SDVOBs. We attend VETCON to increase SDVOB vendor contact.

Department of Civil Service

Discretionary purchases present the greatest opportunity for the Department to achieve its statutorily mandated SDVOB goals. When the Department is buying services or commodities that are not available from a preferred source or a NYS centralized contract, purchasing staff perform a thorough review of the SDVOB Directory to identify potential vendors. The Department had success targeting an SDVOB vendor that provides monthly recurring linen/laundry service and by purchasing medical supplies and equipment from an SDVOB vendor that has a longstanding relationship with the Department and has proven to provide exceptional customer service.

Department of Corrections and Community Supervision (DOCCS)

DOCCS employs all procurement options available within the scope of the SDVOB program to maximize SDVOB utilization including goal setting, discretionary purchasing, and set-asides. DOCCS continues to implement an annual mandatory training requirement to educate procurement staff on SDVOB requirements. DOCCS encourages staff to utilize SDVOB vendors whenever possible for all purchases unavailable through a preferred source or OGS centralized contract including purchases under the \$25,000 threshold to promote SDVOB utilization. DOCCS also participates in SDVOB sponsored outreach events designed to identify new vendors including VETCON.

Department of Economic Development (DED)

DED has made available internal guidance to all staff on the purchasing, RFP and contract management process. Within this guidance, program staff are instructed to contact ESD's Office of Contractor and Supplier Diversity (OCSD) for a determination of SDVOB goals, if applicable, on procurements. Program staff also need to be familiar with the OGS Business Services Center's purchasing oversight guidance, which includes information on the consideration of SDVOBs for different procurement types. ESD attends VETCON to meet SDVOBs, discuss opportunities, and identify potential SDVOB firms for future opportunities. OCSD created a policies and procedures manual that includes the units' practices of establishing goals, contract management and maximizing utilization.

Department of Environmental Conservation (DEC)

This year, DEC has made significant progress in its utilization of the SDVOB program's available tools. All DEC contracts are subject to SDVOB subcontract goal setting analysis to determine implementation. Utilization of SDVOB as subcontractors in DEC contracts is progressively increasing and is expected to have a significant impact on overall utilization this coming year. Staff engage the SDVOB community on a regular basis to determine appropriate advertising and SDVOB subcontract goal setting. By researching the SDVOB database and comparing the available certified businesses to each scope of work and location, DEC makes a goal determination for each contract. Staff regularly educate colleagues on the variety of ways SDVOBs can be engaged. Use of SDVOBs is part of a certified business checklist, required of each procurement under \$50k. Program division staff detail steps employed to engage SDVOBs or reasons why there were no opportunities. DEC believes that continued implementation along of these tools with instituting set-aside procurements where appropriate, will help achieve the 6% goal.

Department of Financial Services (DFS)

Many of the commodities and services that DFS procures are obtained from OGS centralized contracts, as required by procurement guidelines. The addition of several SDVOBs to these centralized contracts has provided DFS with more opportunities to utilize them. DFS remains committed to meeting and/or exceeding the required utilization rates. DFS attends the annual VETCON event each year, in an effort to identify additional SDVOBs with which it may do business. Procurement staff also attend the annual SDVOB training at the OGS GovBuy event.

Department of Health (DOH)

SDVOB goals have been set on the Statewide Health Care Facility Transformation capital projects to pursue an overall SDVOB goal of 6%. The agency is meeting with capital awardees to discuss the SDVOB language in their capital contracts, assist awardees with the SDVOB directory, and pursue SDVOB spending opportunities. The agency is beginning to review submitted SDVOB utilization plans and waivers to monitor good-faith efforts under these capital projects to maximize utilization and enforce compliance. DOH continues to partner with DASNY in seeking SDVOB opportunities via facilities maintenance projects. DOH staff will look to align SDVOBs found within the SDVOB directory with capital and facility opportunities at the upcoming VETCON event.

Department of Labor (DOL)

DOL has established procurement policies and procedures to identify and promote the utilization of SDVOBs. DOL has been successful in achieving a 6% SDVOB utilization goal over the past year and a half and continues to capitalize on the expenditures quarterly. DOL is currently at 23% for FY 2019-20 with recent sub-contract awards over \$4.5 million. DOL attributes its successful utilization to routinely soliciting SDVOBs for discretionary purchases. The SDVOB Administrator advises procurement and contract staff of updates to the SDVOB directory and the increase of SDVOBs on the OGS centralized contracts. The SDVOB Administrator works with program areas as procurements are being developed to determine if there is opportunity for SDVOBs. DOL participates in forums to identify SDVOBs that can provide goods and services to the department. DOL, as part of its responsibility, recognizes the need to ensure that certified SDVOBs have opportunity for maximum feasible participation in the performance of DOL contracts.

Department of Motor Vehicles (DMV)

Throughout 2019, DMV has continued to promote the utilization of SDVOBs on State contracts and subcontracts. For each procurement issued, we search the list of certified SDVOBs for potential participation. We ensure that the SDVOB standardized solicitation and contract language is incorporated in each procurement. We continually review the list of certified SDVOBs to see where we can purchase directly from them using discretionary funds. DMV attends all SDVOB trainings to keep us apprised of any changes or updates to the program. We participate in SDVOB events to network with prospective SDVOBs.

Department of Public Service (DPS)

DPS was able to achieve over 17% SDVOB utilization in the fourth quarter of FY 18-19 by reaching out to other agencies with high utilization rates to find new SDVOB contacts. We anticipate that we will continue to exceed the goal in FY 19-20. DPS has continued outreach efforts to secure contracts with the SDVOB community by advertising open competitive procurement opportunities in the NYS Contract Reporter and on DPS's website, with the expectation that this will generate more competition and increase the likelihood of SDVOB participation. DPS's procurement staff are aware of all SDVOB regulations and attend annual SDVOB training at the OGS GovBuy event.

Department of State (DOS)

DOS's challenges in achieving a 6% SDVOB goal include our limited discretionary spending and the limited SDVOB vendor pool to provide the types of commodities/services DOS needs. DOS has increased SDVOB utilization through targeted purchasing efforts. To promote SDVOB utilization, DOS included SDVOB language in procurement/contract documents and disseminated information to grantees, explaining the benefits and encouraging grantees to make every effort to engage SDVOBs. In Q1 and Q2 SFY19-20, DOS was able to secure SDVOB utilization and intends to continue creating opportunities for SDVOB participation to the maximum extent possible. DOS has provided training within our agency in Q2 to educate staff about the program.

Department of Taxation and Finance

Procurement staff routinely utilize the below techniques as part of the Department's strategy to maximize SDVOB utilization: (1) Include SDVOB language in Department contracts and solicitations; (2) Identify SDVOB resources from the SDVOB directory and have ongoing dialogue with Division staff, as necessary; (3) Utilize statutory discretionary buying threshold as well as set-aside's for SDVOB firms, when applicable; (3) Continually encourage DPS P-card holders to utilize SDVOB firms; (4) Reach out to sister agencies to discuss their strategies to maximize SDVOB utilization and identify potential SDVOB vendors; and (5) Attend VETCON.

Department of Transportation (DOT)

Staff from the DOT Purchasing Office reviews procurements for set-aside opportunities, increased discretionary threshold acquisition, or goal assignment, as applicable. Purchasing will continue to conduct reviews of open-market purchases over \$25,000 to verify inclusion of SDVOBs and train buyers on searching the directory. At each monthly review, we provide search results as applicable to the buyer for their reference and use in future requests for quotes. Statewide training is anticipated again in the Spring 2020. Topics include the use of SDVOB set-asides, resellers on OGS contracts, and a comprehensive review/demo of the Directory. Purchase and Contract Management staff regularly VETCON. DOT continues to include SDVOBs in our WorkSmartNY Outreach Programs.

Development Authority of the North Country

For the calendar year, the Authority has promoted the use of SDVOBs utilizing the following procurement methods: (1) Using SDVOBs as diversity suppliers on NYS Centralized Contracts; (2) Procuring commodities/services through the Authority's SDVOB Discretionary Spend option; (3) Encouraging SDVOBs to sign up on the Authority's website portal to receive email notifications when new IFB/RFP opportunities are posted (4) Setting SDVOB participation goals on IFBs and RFPs where applicable; and (5) Directing solicitation of qualified SDVOBs when IFBs and RFPs are released. The Authority participates in local and regional matchmaker events and expos to promote its upcoming procurement opportunities and speak with interested SDVOBs.

Division of the Budget

The Division's goal is to purchase services and commodities from SDVOBs as much as practicable. Based on the Division's pattern of spending and the makeup of certified SDVOBs, the Division's strategy is focused primarily on the purchase of office supplies. The Division evaluates all service and commodity procurements to gauge whether they are suited for subcontracting goals, set asides, or direct purchase from a certified NYS SDVOB. In addition, the Division continuously monitors the certified SDVOB vendor list to identify areas where purchases could be made from an SDVOB vendor. The Division's procurement staff are aware of all SDVOB regulations and guidelines and will continue to evaluate all procurements for SDVOB utilization.

Division of Criminal Justice Services (DCJS)

As an annual average, DCJS is on track to meet or exceed the 6% goal as eligible procurements do not arise on a regular basis. Per the DCJS annual Goal Plan: (1) DCJS includes SDVOB language into solicitations and contracts; (2) Quarterly meetings are held with procurement liaisons to encourage the use of SDVOB vendors; (3) Informative communications pertaining to SDVOBs is sent to program areas, as appropriate; (4) DCJS presented a SDVOB segment to the agency during our "Procurement 101" training; (5) DCJS has uploaded SDVOB information to the DCJS Intranet; and (6) DCJS Procurement promotes/responds to internal inquiries for desired items/services that could be obtained from an SDVOB vendor.

Division of Homeland Security and Emergency Services (DHSES)

DHSES prioritizes the utilization of SDVOBs. DHSES met its utilization goal of 6% in 2018-19 and plans to again achieve that figure in 2019-20. DHSES purchasing staff have all been made aware of our goals and are instructed to look for opportunities to ensure the agency's goals are met. All purchases are reviewed by multiple DHSES Finance staff prior to approval to determine if there are opportunities to solicit quotes from SDVOB vendors. DHSES has been meeting with SDVOB vendors and plans to participate in outreach events such as the upcoming 2019 VETCON. Purchasing from SDVOB vendors and meeting our utilization goals will continue to remain a top priority for DHSES.

Division of Human Rights (DHR)

DHR's procurement department actively pursues to engage SDVOB vendors in its routine purchases. During the calendar year, DHR made purchases from SDVOB vendors and encouraged vendors to get SDVOB certified. DHR's small size works to its advantage when coordinating purchases with SDVOB goals, as the finance/procurement unit acts as liaison with the OGS Division of Service-Disabled Veterans' Business Development. DHR's 2019-2020 Master SDVOB Goal Plan forecasts a 6% utilization or better and is confident in its ability to accomplish this goal.

Division of Military & Naval Affairs (DMNA)

DMNA purchasing staff continue to attend SDVOB training whenever offered at OGS procurement training and VETCON in Albany and in turn conduct training with program staff on how to search the SDVOB list to check which vendors could meet their requirements. Purchasing staff continuously advise and monitor what the program staff are requesting to purchase to ensure they are complying with SDVOB guidelines and encouraging future SDVOB vendors to contact us or OGS to become certified. DMNA utilized set aside purchases to increase contract spending for the upcoming year with SDVOB enterprises.

Division of State Police (NYSP)

NYSP has developed purchasing guidelines that are disseminated to all employees that are involved in purchasing and/or contracting. Specific instructions regarding the identification, solicitation and use of SDVOB vendors are included in this document. NYSP utilizes the SDVOB database, OGS contract listings and information on file to identify SDVOB vendors for purchases. Solicitations received from SDVOB vendors and all promotional materials are kept on file electronically and are added to current or future bidder lists as appropriate. This file is reviewed by purchasing staff to ensure familiarity with vendors that provide required goods and/or services. Correspondence or other marketing contacts received from businesses are reviewed and the information is added to our files for future reference. In addition, the NYSP participates in VETCON.

Division of Veterans Affairs (DVA)

DVA promotes New York State's SDVOB goal at outreach events across New York State. Given that our target audience is Veterans, including Veteran business owners, our public-centered programs provide a golden opportunity to increase awareness of the SDVOB certification process and NYS's desire to contract with SDVOBs for goods and services. DVA also promotes the State's SDVOB opportunities on our social media platforms. DVA's own contracting opportunities with SDVOBs are limited. Most of DVA's largest purchases are exempt (e.g., Call Center services provided by the Human Services Call Center at OCFS). DVA will strive to meet its 6% SDVOB goal in the upcoming fiscal year, primarily through purchases of promotional items to use at the agency's outreach events.

Dormitory Authority of the State of New York (DASNY)

DASNY employed numerous strategies/programs to identify, notify, educate, and support SDVOBs. DASNY engaged SDVOBs for prime and subcontracting opportunities in construction, construction-related professional services, internet technology, operations, and commodities/services. Outreach included: direct notice of procurement opportunities to SDVOBs; the PTAC Rochester, NY Matchmaking Event; the NYS MWBE/SDVOB Forum; VETCON; DASNY Statewide project informational/networking sessions; RIT & CUNY Graduate Center; advertising on the DASNY website; and enrolling SDVOBs in DASNY's Registry, & Plan Holders/Interested Subcontractor /Suppliers List, which is designed to link M/W/SDVOB/SBEs with DASNY opportunities. DASNY's Opportunity Program Group meets with DASNY business divisions to identify opportunities for SDVOB firms. DASNY's pending Capital Management Plan, which provides bonding, capital access & back office to SDVOBs. DASNY plans to implement a JOC SDVOB set aside term contract,

Empire Center at the Egg

The Egg's primary strategy for increasing SDVOB participation is through distribution of periodic email reminders for Egg staff to revisit the SDVOB database on a regular basis, inquire with current vendors to see if their firm or business would be eligible for SDVOB certification. We also continually ask other local arts venues if they are aware of any local vendors who may be eligible for SDVOB certification.

Empire State Development (ESD)

The Office of Contractor and Supplier Diversity (OCSD) assesses goals on procurements, analyzing the subcontracting opportunities and availability of SDVOBs on projects. From FY18-19 Q3 to FY1920 Q2, ESD's utilization will be over \$2.3 million. ESD regularly attends VETCON to meet SDVOBs, discuss ESD opportunities, and identify potential SDVOB firms for future opportunities. ESD has also focused on outreach to SDVOBs to increase utilization within available opportunities and includes SDVOBs in discretionary spending opportunities wherever possible. In order to meet 6% SDVOB utilization, ESD plans on continued outreach to SDVOBs, including targeted outreach to SDVOBs for the Belmont Re-development project, to discuss upcoming opportunities and tangible ways that firms can access the project's upcoming contracting opportunities.

Environmental Facilities Corporation (EFC)

EFC evaluates all corporate procurements for professional services for SDVOB participation and targets applying a 6% goal whenever feasible. EFC also uses its discretionary spending authority to utilize SDVOBs for professional services and for the purchase of information technology products and miscellaneous office supplies whenever feasible. In addition, EFC regularly participates in conferences and outreach events. EFC has developed guidance for recipients of EFC financial assistance and contractors and subcontractors on EFC-funded projects in order to assist in compliance with EFC's programmatic requirements. As part of this guidance, EFC sets a 6% SDVOB participation goal for State-funded projects and encourages the use of SDVOBs on federally funded projects.

Erie County Fiscal Stability Authority

Worked with purchasing staff to provide reasonable assurance that any spending or procurement items are bid with available SDVOB providers. Reviewed updated vendor lists to provide reasonable assurance that purchases could be made with appropriate SDVOB providers.

Erie County Medical Center Corporation (ECMCC)

ECMCC's strategies include: (1) Assessing all Invitation for Bids (IFB) and Request for Proposals (RFP) with estimated costs in excess of \$20,000 and all IFBs and RFPs for public construction projects with estimated costs in excess of \$100,000 for SDVOB participation goals applicable to the procurement; (2) Conducting mandatory pre-bid calls where potential respondents are educated on SDVOB requirement/reporting; (3) Requiring a utilization plan to be submitted as a bidding requirement; (4) Working with initially deficient respondents to identify SDVOB's and cure deficient plans; (5) Updating ECMCC's web page with procurement opportunities; (6) Continuously educating staff on the importance of including SDVOB goals in its contracts; and (7) Creating the Director of Procurement Compliance position, charged with overseeing and increasing SDVOB compliance.

Executive Chamber

The Executive Chamber's goal is to procure services and commodities from SDVOBs whenever possible. Due to the current procurement needs of the Chamber, all SDVOB utilization is achieved by purchasing office supplies. The Chamber's procurement staff reviews each purchase request to determine whether SDVOB utilization is possible. In addition, the Chamber closely monitors the SDVOB certification directory to identify vendors from whom purchases can be made. The Chamber is fully supportive of the SDVOB program and will continue to utilize SDVOB vendors at every opportunity.

Gaming Commission (NYSGC)

NYSGC has made a concerted effort to evaluate our process regarding the application of SDVOB goals. The analysis of waivers, exemptions, and exclusions has helped us develop more meaningful metrics for the program. The NYSGC has developed policy and procedures related to the SDVOB program for State Fiscal Year 19-20 and beyond. The NYSGC has worked to implement the policy and procedure by working closely with procurement staff, including staff dedicated to contracts. The NYSGC is dedicated to meeting its 6% goal and will continue to assess each procurement opportunity and set a goal, where applicable, on each contract. To identify State certified SDVOB contractors, the SDVOB compliance staff in cooperation with the Contract Management Staff will utilize the Directory of certified SDVOBs. Good Faith efforts will be monitored closely.

Governor's Office of Employee Relations (GOER)

GOER seeks to procure with SDVOB vendors whenever possible. GOER's purchasing unit assists program staff in identifying opportunities for SDVOB utilization. All procurements are monitored to ensure good faith efforts are made to utilize SDVOBs whenever possible. Contract Reporter ads include the agency's SDVOB goals for that procurement, as applicable. As a means of promoting SDVOB utilization, GOER attends SDVOB outreach events such as VETCON.

Higher Education Services Corporation (HESC)

Before beginning the procurement process, HESC determines whether an SDVOB is available to provide all or a portion of the goods/services being sought. HESC's purchasing staff reviews the list of certified SDVOBs to ensure that qualified vendors are properly identified and involved. Due to the limited number of procurements and number of SDVOBs in HESC's need areas, there has been limited opportunities to utilize SDVOBs. However, HESC is currently on track to exceed its 6% goal for the current fiscal year. HESC makes every effort to ensure utilization of SDVOBs toward achievement of its annual goal. HESC will continue its practices, while educating procurement staff of ongoing requirements and new opportunities, with the hope that additional SDVOB vendors can be identified to fulfill HESC's needs.

Housing Trust Fund Corporation/Governor's Office of Storm Recovery (GOSR)

GOSR, through its Office of Diversity and Civil Rights (DCR), has implemented efforts to promote participation and utilization of SDVOBs. These include the following: (1) Establishing regular check-in meetings with all direct vendors to provide training and technical assistance on SDVOB compliance throughout the life of their contracts; (2) Collecting quarterly SDVOB reports from direct vendors and discussing reporting and utilization during regular calls; (3) Participating in approximately 15 SDVOB-targeted events throughout New York State, including VETCON; (4) Hosting regional "Meet and Greet" events bringing together SDVOBs with GOSR project leads for networking opportunities; (5) Training SDVOBs on use of GOSR's "Opportunities Portal"; (6) Providing continued technical assistance and training on SDVOB requirements to all stakeholders; (7) Including SDVOB language in all applicable GOSR RFPs; and (8) Sending regular emails to SDVOBs listed in the OGS portal regarding GOSR's current contracting opportunities.

Hudson River Park Trust (HRPT)

Throughout the 2019 calendar year, HRPT made a concerted effort to increase its utilization of SDVOB certified vendors through training, improved outreach, and enforcement of Article 17B. HRPT conducts regular procurement training and refreshers for its project management, procurement, legal, financial, and administrative staff; including specific reference to the use of discretionary procurement and set-aside opportunities. In addition, HRPT recently launched its internal website, which provides additional resources to HRPT staff on procurement, SDVOB participation, and training opportunities. In June, HRPT staff attended an SDVOB training event at CUNY led by the Division and in November attended VETCON. HRPT's efforts have led to increased SDVOB participation from the prior fiscal year. HRPT will continue its outreach and training efforts as it continues to strive to meet its 6% FY19-20 SDVOB utilization goal.

Hudson River-Black River Regulating District

The District's overall strategy consists of identifying SDVOB firms, both primary and secondary, that serve the North Country. All procurements are evaluated for SDVOB utilization. The District sends "general requests for qualifications" to all engineering firms demonstrating hydraulic/hydrologic capabilities. All proposals requiring hydraulic/hydrologic capabilities are sent to those firms identified. The firms selected are required to utilize SDVOB sub-consultants where applicable. Additionally, where possible, we unbundle contract deliverables. All contracts include SDVOB language. When available, an SDVOB is utilized for discretionary purchases. To further support our efforts, purchasing personnel are educated regarding SDVOB legislation and requirements. The Compliance Officer is the SDVOB point of contact and assists staff in identifying opportunities for SDVOB utilization. The SDVOB database is routinely searched for vendors for the goods or services being procured.

Office of Information Technology Services (ITS)

To meet ITS's goal to purchase commodities, services, and technology from as SDVOB, staff follow the purchasing order of precedence and consider SDVOB utilization through preferred source, set-asides, centralized and agency contract development, and open market purchases where practicable and feasible. SDVOB utilization language incorporated into contracts encourages all contractors to utilize SDVOB suppliers. To further develop ITS utilization initiatives, Division staff provided in internal training programs and procedure and process reviews. Continuous outreach and education to SD-

VOBs in navigating the procurement process occurs when staff attend the VETCON Conference and the NYS GovBuy event, along with follow-up meetings requested by SDVOBs.

Jacob Javits Convention Center

It is the goal of the Corporation to award a fair share of procurement contracts to SDVOBs. To reach this goal, a) bidders of contracts expected to exceed \$50,000 are encouraged to subcontract SDVOB, b) for projects below \$50,000, the Corporation solicits bids with a primary focus on SDVOB companies suitable to the work required and c) the Purchasing Department maintains a list of SDVOB by area of expertise and individuals responsible for soliciting bids and proposals reach out to SDVOBs to encourage them to submit bids. During the last four quarters of fiscal year 2018-19 and 2019-20, utilization has improved steadily from 4.76% in 18-19 to 5.157% in 19-20 Q2 due to direct outreach efforts implemented.

Joint Commission on Public Ethics (JCOPE)

JCOPE's Director of Administration oversees three staff in all procurement activities. All staff have been trained and are aware of SDVOB goals assigned to the agency. All service and commodity discretionary procurements are required to attempt to utilize SDVOB vendors for purchases to include office supplies, computer hardware, and audit services. As SDVOB vendors are added to the available vendors who supply these goods and services, the agency will procure accordingly.

Justice Center for the Protection of Persons with Special Needs

After ensuring that purchasing staff are equipped with the most recent eligible SDVOB vendor lists through internal email distribution, the agency SDVOB review process includes: (1) Vetting commodities and services available through OGS centralized contracts for SDVOB-approved vendors before procuring; and (2) Closely examining the most recent eligible SDVOB vendor tracking sheets before making discretionary purchases. The Justice Center has increased its SDVOB usage during 2019 by continuing to employ this approach. As noted in the 2019 SDVOB Master Plan, the majority of Justice Center purchasing is made through OGS centralized contracts, which limits the Justice Center's opportunities for open-market procurements. However, as circumstances warrant, the agency will attempt to employ the SDVOB set-aside tool mentioned in the SDVOB guidelines.

Livingston County Water and Sewer Authority (LCWSA)

LCWSA is committed to maximizing SDVOB opportunities. While LCWSA has very few contracts and subcontracts that meet the State contract amount thresholds, the LCWSA has taken proactive steps internally and externally to encourage SDVOB participation in LCWSA contracts. Internally, as part of its regular staff meetings, staff are reminded of the SDVOB directory and are encouraged to utilize the directory whenever practical. As part of construction meetings for ongoing contracts, contractors and subcontractors are encouraged to seek out additional opportunities to utilize certified SDVOB. LCWSA is wrapping up construction on a major capital improvement project at its Lakeville Wastewater Treatment Plant, and approximately \$3.4M in upgrades have been completed by an SDVOB, which has enabled LCWSA to exceed its 6% SDVOB utilization goal

Long Island Power Authority (LIPA)

LIPA has: (1) where permissible, assigned a 6% SDVOB goal in contracts in excess of \$25,000 for labor, services, equipment, materials and in excess of \$100,000 for real property renovations and construction. Including contract language stating that it is the contractor's responsibility to document "good faith" efforts to utilize certified SDVOB subcontractors, submit quarterly compliance and payment reports; (2) Brought in SDVOB businesses to meet with decision makers and proposed use of more discretionary spend and set-asides for SDVOBs; (3) Attended networking events to promote greater participation by SDVOBs including sponsoring VETCON; (4) Supported the New York Veteran Owned Business Association (NYVOBA) by securing a small PSEG Long Island grant; and (5) Invited SDVOB vendors to host exhibition tables at the annual Supplier Diversity Fair.

Metropolitan Transportation Authority (MTA)

MTA remains committed to increasing its procurement opportunities to SDVOBs. MTA has awarded a total of \$33,152,052 in contracts to SDVOBs during the previous four quarters. MTA agencies have continued their efforts to train their procurement staff on SDVOB requirements, solicit from SDVOBs for commodity purchases, identify SDVOB resources from the list of certified firms, and notify prime contractors of the SDVOB Program. MTA's discretionary procurement, with its

threshold increased to \$1 million this year, allows for solicitation of SDVOBs without a formal competitive process in order to maximize utilization. MTA encourages its procurement staff to participate in outreach events focused on opportunities for SDVOBs, including the annual VETCON and Competitive Edge events, to help SDVOBs develop relationships and generate business opportunities with the MTA and its agencies. MTA also has a procurement focus for certified SDVOBs in the areas of financial services, construction, and information technology.

Nassau County Interim Finance Authority (NIFA)

Where feasible, NIFA's RFPs have included a SDVOB goal of 6% and request for proposers to identify ways to assist the NIFA to achieve the goal. In addition, proposers who are certified as a SDVOB should include this information in their proposal. NIFA will continue reach out to the Division for assistance locating SDVOBs when needed. We continue to include a SDVOB dealer/broker in our monthly bids. We will actively continue our outreach for inclusion of SDVOBs to fill our business needs.

Nassau Health Care Corporation

NUMC has appointed an MWBE/SDVOB Liaison who oversees outreach for all bid opportunities. Once a solicitation is placed on the NUMC website, the MWBE/SDVOB Liaison then sends the solicitation to SDVOB vendors. The Liaison also attends forums and conferences to raise awareness and find more SDVOB vendors that may be interested in doing business.

Natural Heritage Trust (NHT)

NHT continues to encourage agency partners to contact SDVOBs when they are procuring services or products by providing a list of SDVOBs to staff responsible for procurements in their regions. NHT often raises funds for a portion of a program or project while most procurements are done by our partnering agency staff, NYS Parks and NYS DEC. While usage of SDVOB businesses is encouraged, NHT is somewhat limited to agency programs in reaching its goals.

New York Power Authority (NYPA)

NYPA continues to see an increase in its utilization of SDVOBs, and we are on track to surpass the goal for FY 2019-2020. In 2018, we created a link on NYPA.gov which allows all subcontractors/suppliers an opportunity to express interest in procurement opportunities so that contract awardees are readily able to identify a firm interested in working on their opportunities. SDVOBs are taking advantage of this link and expressing interest. We have seen a marked increase on SDVOBs expressing interest in opportunities outside of the IT hardware/software categories where we generally realized the most utilization. In 2019 NYPA hosted outreach events in the North Country, the Niagara and the White Plains area. The purpose of the events was to bring together diverse suppliers with current NYPA/Canal contract holders to develop relationships and learn about opportunities. NYPA attended 15 other outreach events throughout the State, which includes VETCON, for which we are a sponsor. We will continue to look for opportunities where we can incorporate goals and partner directly with NYS certified SDVOB firms.

New York State Bridge Authority (NYSBA)

NYSBA attempts to create opportunities for SDVOBs by sending targeted invitations when either large RFPs are promoted on the Contract Reporter or small individual requests are necessary for regular purchases. NYSBA solicits SDVOBs for construction projects and non-construction business initiatives across its five bridge sites. Our standard resources include the SDVOB database, which allows us to search for certified vendors with defined specialties related to our requirements. NYSBA staff regularly attend VETCON and GovBuy and explore any other matchmaker events/expos that may connect us with certified SDVOB firms. NYSBA enforces SDVOB goals wherever possible, unless it has been determined that utilization cannot be achieved due to specialized project requirements.

New York State Energy Research and Development Authority (NYSERDA)

To encourage NYS certified SDVOB participation within the Authority's contracts and procurements, information on the updated status of SDVOB vendors is made available to all staff. Authority staff routinely search the SDVOB database for qualified vendors to procure goods and services, and in 2019 several information technology vendors were identified and engaged for discretionary contracts. New solicitations are reviewed for SDVOB opportunities and required SDVOB provisions are included in the solicitation, indicating up to a 6% goal for vendors where appropriate. Furthermore, the SDVOB goal plan and planned actions are reviewed with executive sponsors annually. These ongoing efforts have increased the SDVOB utilization versus prior years.

New York State Homes and Community Renewal - DHCR, HTFC (DHCR)

The Agencies' Office of Economic Opportunity & Partnership Development (OEOPD) is responsible for administration of the program on behalf of the agencies within the HCR structure. OEOPD has ensured that SDVOB program requirements are an integral part of the Agencies' business, including in all appropriate contract language and documents. OEOPD's contract compliance staff also educates and provides technical support to all involved in the contracting and procurement processes, including contractors and subcontractors that must report SDVOB participation quarterly. DHCR achieved over 6% overall utilization from October 1, 2018 to September 30, 2019 and continues to reach out to the SDVOB community by continued participation at all events serving the SDVOB community as well as informing SDVOBs of opportunities as they arise.

New York State Homes and Community Renewal - HFA, AHC, SONYMA, MBBA, TSFC (HFA)

The Agencies' Office of Economic Opportunity & Partnership Development (OEOPD) is responsible for administration of the program on behalf of the agencies within the HCR structure. OEOPD has ensured SDVOB program requirements are an integral part of the Agencies' business, including in all appropriate contract documents. OEOPD's contract compliance staff also educates and provides technical support to all involved, including contractors and subcontractors which must report SDVOB participation quarterly. HFA achieved nearly 4% overall utilization from October 1, 2018 to September 30, 2019. The decrease in utilization rate is due to the increased number of contracts subject to SDVOB goals. OEOPD works to engage SDVOBs by participating at SDVOB events, providing materials and information to ensure success of this program.

New York State Insurance Fund (NYSIF)

NYSIF incorporates language in contracts to promote SDVOB opportunities; sends procurement solicitations to all vendors identified from the current list of SDVOBs that can provide/subcontract for the services; and employs all available procurement options to maximize SDVOB utilization, such as discretionary purchasing and set asides. In 2019, NYSIF procurement and compliance staff received training on SDVOB requirements from the Division. NYSIF sponsored the 2019 VETCON and supported the April 2019 MTA-sponsored SDVOB event. NYSIF reviews procurements prior to release to determine the appropriate goal (0%-6%), based on current pool of SDVOBs, capability, dollar value and monetary 6% value.

New York State Thoroughbred Breeding & Development Fund Corporation

The New York State Thoroughbred Breeding and Development Fund (the Fund) reviews the NYS certified SDVOB database at least quarterly for new certifications and procurement opportunities to assist the Fund in achieving our goal. The Fund does not have any construction purchases and is limited to looking for new opportunities from commodity and service vendors. Recently, the Fund's management met with a SDVOB Contract Management Specialist to discuss our purchasing needs and to provide suggestions for improvement. We are currently working on proposals for business insurance and actuarial services where SDVOB opportunities exist. In addition, the Fund continues to utilize a certified SDVOB vendor for audio/visual services as needed.

New York State Thruway Authority (NYSTA)

The Thruway Authority is committed to actively promoting opportunities for certified SDVOBs. All contracts are evaluated prior to advertisement to determine if the scope of work provides any opportunity for SDVOB participation. The Authority will continue to monitor the SDVOB Directory and identify firms that can assist with projects and will routinely contact new firms to determine their capabilities. The Authority continually attends outreach events and conferences in order to identify firms that can be referred for SDVOB certification. All procurements will be reviewed before a formal bidding or RFP process begins to determine SDVOB availability. The Authority will canvass certified SDVOBs in the applicable line of business regarding their availability to perform or provide the specific services needed. Based on the discretionary spending authority and where competition can be established between SDVOBs, the procurement may be focused. For those procurements for which the Authority does not have discretionary authority, solicitations will be reviewed for subcontracting opportunities, and certified SDVOBs will be added to all bidders list.

Niagara Falls Water Board (NFWB)

NFWB will work to move into compliance by placing a renewed focus on SDVOB efforts including working to develop strong relationships with business owners and to educate all of our managers on the importance of proper record keeping.

NFWB will continue to join in on opportunities for outreach to SDVOBs and reach out to the Division with questions as they arise.

Niagara Frontier Transportation Authority (NFTA)

The Procurement Department has continued to encourage SDVOB participation in the following ways: (1) participating in community and statewide SDVOB outreach programs as they become available; (2) consulting the list of certified SDVOBs when making procurements; (3) providing information and training on the SDVOB program to all managers; (4) educating staff on how to access the list of certified SDVOBs when making procurements; (5) providing assistance to SDVOBs on how to gain SDVOB certification; (6) making specifications available to SDVOBs free of charge in the EEO/Diversity Development office and in the Engineering Department; and (7) participating in training by the Division.

Office for People with Developmental Disabilities (OPWDD)

OPWDD will continue to make a good faith effort to utilize SDVOB vendors for our discretionary spending. Our 2019-2020 Master SDVOB goal plan includes making a good faith effort to achieve 6% utilization via discretionary spending. To achieve this goal, OPWDD has taken steps to educate purchasing and contracting staff on how to purchase with SDVOBs. OPWDD will continue to create an awareness of SDVOB utilization in our procurement opportunities and will review the possibility of employing set aside procurements in an effort to increase participation.

New York State Office for the Aging (NYSOFA)

The preponderance of NYSOFA's budget is distributed to Area Agencies on Aging, federal and State funded programs based on formulas contained in statute. We also administer contracts with not-for-profit community aging service providers. NYSOFA strongly encourages its contractors to utilize SDVOBs for any non-personal service discretionary spending. Standard SDVOB language is included in each contract and competitive offering. To identify SDVOB contractors for procurements, NYSOFA purchasing staff participated in both days of VETCON. We frequently reference the SDVOB Directory to identify new SDVOB suppliers. The Assistant Minority Business Specialist works directly with NYSOFA purchasing staff to assist with SDVOB inclusion in discretionary purchasing.

Office for the Prevention of Domestic Violence (OPDV)

OPDV is a hosted agency in all administrative capacities: by the BSC for procurement and finance and by DCJS for budgeting and Human Resources. The procurement staff in DCJS' Financial Services unit and the BSC have experience and knowledge in working on focused procurement efforts and will vigorously pursue any opportunity to utilize SDVOBs. Additionally, the liaison to the Affirmative Action Administrator working in collaboration with DCJS will ensure on a continuous basis that SDVOB purchasing goals are a priority for OPDV. OPDV staff have been informed that whenever purchases are made the SDVOB Directory must be reviewed and considered to continue to meet or exceed the agency's SDVOB goals. To that end, we have incorporated SDVOBs into our limited purchasing opportunities and we look forward to growing our support to those entities as more become certified.

Office for Victim Services (OVS)

The following describes our process of identifying SDVOB vendors for contracts related to our federal training grant: (1) Subject matter expert consultants are solicited from OVCTTAC and NAVAA for contract consideration; (2) The SDVOB directory is searched via keyword for additional candidates; (3) Quotes for services are requested from all potential consultants; and (4) Candidates are vetted and awarded based on subject matter expertise, value, and SDVOB status. In addition, OVS funds nearly 250 local Victim Assistance Programs related to our other federal grants, largely nonprofit and government entities providing direct services to crime victims. Average budgets consist of 99% for personal service and nondiscretionary spending, leaving 1% potentially available for SDVOB purchases. Purchasing and procurement staff have been advised of SDVOB legislation, goals and how to search use the directory for certified vendors.

Office of Alcoholism and Substance Abuse Services (OASAS)

OASAS will continue to make good faith efforts to utilize SDVOBs for our discretionary spending as well as encourage goals in our solicitations, where feasible. On July 25, 2019, OASAS invited Division staff to provide technical assistance and guidance on how to purchase with SDVOBs to new OASAS Opportunity Programs staff, as well as members of the Contract and Procurement unit. In addition, OASAS staff attended VETCON.

Office of Children and Family Services (OCFS)

To promote the utilization of SDVOBs and promote increased participation by certified SDVOBs, subcontracting opportunities and subsequent contract goals are determined based on the goods and services being procured for each contract. OCFS strongly encourages our contractors to consider SDVOB utilization, where feasible, of at least 6%, of their discretionary spending and offers assistance in locating certified SDVOBs. Prior to release of a procurement, in order to accurately reflect SDVOB opportunities, OCFS conducts goal assessments taking into consideration specific factors pertaining to the procurement, inclusive of reviewing the list of certified SDVOBs to determine if there are SDVOB resources that could fulfill our contractor's needs. OCFS's Purchasing Unit maximizes the use of SDVOB's for its discretionary purchases by reviewing the SDVOB Directory.

Office of General Services (OGS)

In 2019 the Division continued to promote the use of SDVOBs throughout NYS. The Division delivered 30 training presentations to New York State agencies and authorities during the calendar year, emphasizing goal setting, SDVOB set-asides, connecting with SDVOB firms, and evaluating good faith efforts to utilize SDVOBs. In addition, Division staff attended 44 veteran and/or small business-focused events to continue raising awareness of the program. In terms of OGS contracting opportunities, this year, OGS Procurement Services Group included SDVOB goals on the following centralized contracts: Photovoltaic Systems and Installation Services, Emergency Management and Homeland Security Services, Security Guard Services and Fire Safety and Emergency Action Plan Directors, and three categories for Hazardous Incident Response Equipment (HIRE). As of December 2019, 93 SDVOBs are participating on 16 OGS centralized contracts. OGS Design & Construction and the Agency Procurement Office continued to review contracts for SDVOB participation opportunities and set SDVOB goals totaling approximately \$13.8 million on contracts this calendar year.

Office of Mental Health (OMH)

The Office of Mental Health is committed to the continued growth of SDVOB participation within all available procurement opportunities. As such, OMH's first step in any purchase or contract solicitation was and is to verify if the need is a covered service via the SDVOB directory. All solicitation lists and contracts are required to contain SDVOB language and, where feasible, will include a 6% goal. Waiver requests are scrutinized and would be returned to vendors if good faith efforts were not well documented. Beyond this, the OMH business office employees attend conferences to build a connection with the community and to become aware of new services and commodities offered due to the growth of SDVOB certified vendors within the state.

Office of Parks, Recreation, and Historic Preservation (Parks)

Throughout the past year, Parks has strived to include more SDVOB goals on contracts. The best way to maximize utilization is through subcontracting opportunities within our capital construction contracts. Analysis was conducted of the certified list and the services (mainly construction related) they can provide to each of our Parks Regions. Based on this information, goals are set on contracts. In the past four quarters, awards to SDVOB firms has increased 93% over the previous four quarters. This is mainly due to the inclusion of SDVOB subcontractors. Currently our team is building a goal assessment tool in order to better assess contracts individually. Where feasible, we are currently setting a minimum of a 4% goal on contracts in areas where there is SDVOB availability. With this new tool we will be able to compare the subcontracting areas directly with the number of SDVOB firms available. This will produce a contract-specific goal.

Office of Temporary and Disability Assistance (OTDA)

During the 2019 calendar year, OTDA has done the following to promote SDVOBs: (1) Established SDVOB participation goals, and clearly communicated OTDA's commitment to maximizing spend with SDVOBs in all applicable procurements and purchases; (2) Conducted evaluations of new and current contracts to clarify eligible spending; (3) Identified and solicited SDVOBs for the purchase of goods and services, increasing discretionary purchasing from SDVOBs; (4) Apprised procurement staff of the increased discretionary purchasing threshold of \$500,000; (5) Forwarded the Directory of certified SDVOBs to all procurement and purchasing staff; and (6) Participated in the 2019 VETCON event. We will continue to work with the Division to ensure we institutionalize SDVOB best practices.

Office of the Inspector General/Welfare Inspector General

The New York State Inspector General is fully committed to procurement practices in support of SDVOBs as outlined in New York State Executive Law 17-B. All Inspector General staff members responsible for procurement regularly consult

the list of SDVOBs to determine purchasing opportunities. In 2019, our office utilized a SDVOB to purchase informational giveaways with the name of our office and fraud hotline. These items are made available through the trainings our office conducts to agencies across the State, as well as our annual booth at the New York State Fair. The Inspector General continuously reviews procurement policies and procedures to ensure that every effort is made to utilize and support SDVOBs.

Office of the Medicaid Inspector General (OMIG)

The Office of the Medicaid Inspector General is committed to supporting the State's effort to utilize SDVOBs. As such, it is OMIG's policy to encourage and foster equal participation for SDVOBs in the provision of goods and services. While OMIG maintains relatively few contracts, SDVOBs are included in bidders lists and are targeted for discretionary purchases whenever appropriate. OMIG has exceeded 6% SDVOB utilization in the past four quarters and will be utilizing SDVOBs for its new investigative services contract.

Ogdensburg Bridge and Port Authority

After review of the 2019-2020 SDVOB Master Goal Plan, it appears that we have fallen short on the 6% utilization rate. We plan to reach out to the current SDVOBs outside of our region to see if they have any relationships with other vendors in the North Country. We will continue to pursue and utilize the resources we currently have in an attempt to incorporate the SDVOB vendors into our everyday activity. Additionally, as more businesses become certified in our area, we will be able to find more opportunities

Olympic Regional Development Authority (ORDA)

ORDA will continue to strive to achieve the 6% SDVOB goals by building upon its current efforts. We will continue to conduct and attend outreach events for SDVOB vendors as well as develop set-aside opportunities for SDVOB firms wherever possible and distribute a list of interested SDVOB vendors to contractors who are not achieving the goals. Currently ORDA is working on an SDVOB set-aside for flooring installation which may be able to be replicated in several of its facilities. ORDA analyzes the current number of SDVOB firms that do work in the North Country Region as well as adjacent regions to determine the likelihood of receiving eligible bids from SDVOB firms. Additionally, in August 2019, ORDA developed a market study to determine interest by SDVOB vendors to participate in ORDA projects. ORDA monitors every contract over the SDVOB thresholds on a quarterly basis to determine if SDVOB goals are being met, and if not, works with the contractors to develop a remedial action plan to achieve these goals.

Port of Oswego Authority

Historically, the Port of Oswego has not encountered many opportunities to utilize SDVOBs due to the nature of our business and the specific demands that come with it. In our most recent fiscal quarter, we were fortunately able to locate several SDVOB vendors that helped accommodate our needs with some of the new projects we have going on. We went from virtually zero utilization at the end of FY 18/19 to coming very close to meeting our 6% goal in the 2nd quarter of FY 19/20. Although our overall utilization for the year is not where we want it to be, we are becoming more concentrated in our search for SDVOB opportunities both in our discretionary purchasing and with the future capital projects that are in the works for the coming new year. It is always our goal to foster equal participation for SDVOB vendors, and we hope to expand our utilization to the point that we not only meet our goal but surpass it.

Public Employment Relations Board (PERB)

While PERB encounters very few opportunities in the area of contracting, consideration of SDVOB businesses has been integrated into PERB's procedures when selecting vendors for discretionary purchases. The Executive Director currently receives regular updates to the list of certified SDVOBs and will continue to work with the Administrative Officer to make SDVOBs part of the collection of vendors considered regarding day-to-day purchases. Our previous four quarters has shown an increase in SDVOB utilization. While we still do not meet our goal of 6%, our average for the last four quarters is 3.1485%. This is an improvement from the previous year, so we are heading in the right direction. During 2019 we will continue to look for opportunities to utilize SDVOB vendors. We will continue to strive to increase staff's awareness and knowledge of the SDVOB program and other resources such as the SDVOB website.

Rochester Genesee Regional Transportation Authority (RGRTA)

As part of its procurement process and outreach efforts, RGRTA actively seeks to engage and utilize SDVOBs in our procurement opportunities. At the beginning of the fiscal year, the Manager of Contract Administration met with department heads to review the SDVOB program, discuss upcoming procurement opportunities, and review the SDVOB Directory to identify SDVOB firms that could be engaged. Periodically, the Manager of Contract Administration reviews the SDVOB Directory to identify firms that provide goods or services that may be of interest or need to RGRTA. A list of firms is sent to department directors and/or procurement officers with a reminder to consider those firms as primary contractors, sub-contractors, or include in three-quote and discretionary spend procurements. As solicitation documents are developed, procurements are assessed for SDVOB goals and procurement officers review the list of certified SDVOB firms and notify certified firms of the procurement. Procurement Officers review the list of SDVOB firms participating in OGS centralized contracts when those contracts are utilized. RGRTA participates in regional small business events to meet firms and discuss potential contracting opportunities.

Roosevelt Island Operating Corporation (RIOC)

RIOC continues its outreach efforts to identify SDVOB firms that can provide supplies and services. RIOC's procurement department attended an SDVOB training as well as five business diversity events this year. RIOC is developing a master certified vendor list to make SDVOB firms more easily accessible to our purchasing agents as well as recognize the local firms. This is through database searches and through the monthly distribution of SDVOB vendor update emails. Through goal setting, both annual and per project, procurement tries to engage the SDVOB firms in the downstate area. RIOC continues to attend events that include SDVOB participation and to gather information to distribute to staff on SDVOB requirements and updates. RIOC is committed to supporting the statewide SDVOB utilization goal of 6% and will continue to explore the use of discretionary set asides, competitive bids, or other appropriate procurement methods to increase contracting opportunities for SDVOB firms.

Roswell Park Cancer Institute

The Office of Diversity & Inclusion and Purchasing have reached out to organizations that we have met at VETCON and through the Veterans Administration in Buffalo. We have been successful in matching businesses with long-term contracts as prime contractors. We continue to look for matchmaking opportunities for primes that are not SDVOBs. One SDVOB has been exclusively assigned a three-year contract valued at \$200k per year. The Institute reviews every contract to assess for SDVOB goals based on availability of certified firms. Additionally, we have contacted SDVOB firms to discuss future projects that they may be able to perform. We already have an SDVOB firm that will be performing a large scope of the new parking ramp that will be built starting Spring 2020.

Schenectady Metroplex Development Authority

In the procurement of goods and services, the Authority promotes economic development opportunities for local businesses as well as instituting a goal of 6% for SDVOBs on procurements where practicable. Over the past year we have continued to work with Schenectady County's Affirmative Action Department and City of Schenectady's Affirmative Action Officer to provide procurement opportunities. The Authority helps expedite certification for businesses that meet SDVOB criteria. The Authority's outreach efforts include utilizing the SDVOB database to identify SDVOBs and participating in local events to educate businesses regarding potential opportunities. The Authority includes SDVOB contract language in competitive procurement contracts and purchases. We work with private developers to identify local SDVOBs.

State Commission of Correction (SCOC)

SCOC is a small agency hosted by DCJS, which ensures that SDVOB language is included in SCOC solicitations and contracts and that informative communications pertaining to SDVOBs are provided, as appropriate. DCJS Procurement promotes/responds to inquiries for desired items/services that could be obtained from an SDVOB vendor.

State University Construction Fund (SUCF)

SUCF procurements must have an SDVOB goal determination prior to release of procurement advertisements. Staff continuously reviews the SDVOB Directory to identify procurement opportunities for set asides for exclusive SDVOB bidding. Additionally, all procurements and the Directory are reviewed to determine the appropriate goal for subcontracting opportunities for SDVOBs. Email blasts are sent to SDVOBs for advertised procurements and SUCF participates in outreach events for SDVOBs. All RFP and contract language is in compliance with statute and there are processes in place to en-

sure all procurements are reviewed for opportunity and goals set accordingly. All SUCF staff associated with procurement are educated and updated on SDVOB program requirements and expectations.

State University of New York (SUNY)

SUNY actively promotes and supports the utilization of SDVOBs by all 29 campuses and System Administration through the implementation of new SDVOB Program Software automation tool that quickly 1) finds SDVOB firms for every scope of work in every procurement, 2) sets goals for SDVOB participation, and 3) downloads a list of SDVOB firms for outreach via email blast. SUNY has also implemented the NYSCS compliance software for managing prime contractor performance vis-à-vis SDVOB subcontract participation and payment. SUNY delivers mandatory training sessions for campus procurement staff on the best practice use of these applications. Finally, we identify quality SDVOB suppliers at semiannual University-wide Purchasing Association meetings, participate in VETCON, and host SDVOB-specific outreach events.

Syracuse Regional Airport Authority (SRAA)

SRAA has developed an overall SDVOB utilization strategy that includes updating procurement and contracting policies and processes to incorporate SDVOBs. We have identified multiple potential SDVOBs to support SRAA, and our Board of Directors has just approved incorporating an SDVOB discretionary purchasing authority into our Purchasing Policy, which we believe will allow us to increase our SDVOB participation. We will continue to develop our strategic efforts, which include the following: (1) Dedicating resources to provide SDVOB support services; (2) Identifying suppliers by commodity; (3) Developing category specific strategies; (4) Working with our large suppliers to identify methods of utilizing SDVOBs; (5) Integrating SDVOB utilization into all procurements; and (6) Developing strategic relationships with SDVOB Organizations

United Nations Development Corporation (UNDC)

In 2019, UNDC's efforts to promote the utilization of SDVOBs were as follows. UNDC assessed State contracts for SDVOB goals, listed established goals in advertisements and RFPs, required prime contractors to utilize SDVOBs as subcontractors, and awarded contracts to SDVOBs. When assessing State contracts for SDVOB goals, staff considered UNDC's SDVOB Goal Plan, the contract and subcontract scopes of work, the potential subcontract opportunities available in the prime contract, and the number of SDVOBs available to perform the work. Staff attempted to unbundle State contracts and encouraged partnerships between contractors and SDVOBs. Compliance staff conducted a training session for procurement staff in November including a presentation by the Division. UNDC has an SDVOB forms package that is provided to prospective bidders.

Upper Mohawk Valley Water Authority (MVWA)

The MVWA owns and operates a water supply, treatment, transmission, and distribution system that serves a population of about 130,000 people in the eastern portion of Oneida County, NY. Principal water system components include the water intake at Hinckley Reservoir, a direct filtration water treatment plant, pump stations, water storage facilities, approximately 704 miles of transmission and distribution mains, and related appurtenances. MVWA is in a very challenging area in the State where only one SDVOB operates in the 13502 ZIP Code and only five in Oneida County. Nevertheless, MVWA includes SDVOB in requests for proposals and in contracting language when subcontractors are involved.

Westchester County Health Care Corporation (WCHCC)

WCHCC's SDVOB outreach efforts throughout FY 2018-2019 and thus far in 2019 included meeting with site and department leaders to inform them about WCHCC's supplier diversity commitment and initiative, which includes doing business with SDVOB vendors. We also held a training session presented by a representative of the Division. Information was disseminated for attendees to access the SDVOB database should opportunities become available for their department to procure goods and/or services from SDVOBs. Other efforts have included emailing the updated lists of certified SDVOB vendors to WCHCC's department leaders to ensure they have the most recent information should opportunities become available for their department to procure goods and/or services from SDVOBs. Also, WCHCC staff attended VETCON 2019 to meet vendors that can assist in meeting our SDVOB program goal.

Workers' Compensation Board (WCB)

WCB will strive to meet the 6% goal as proposed in our 19/20 Master Goal Plan. WCB procurement staff are aware of the need for SDVOB utilization and follow the procedures/processes to use SDVOB vendors as required. Contractors are

required to submit documentation of “good faith efforts” before requesting a waiver for the SDVOB goal. Contractors are required to submit their monthly compliance report indicating payments to their SDVOB subcontractors. The WCB then tracks these payments using an Excel spreadsheet to determine whether the contractor is on track to meet the SDVOB goal in the contract. The WCB recently awarded a \$60M contract in which the SDVOB goal was 6%. In addition, we will be issuing an award for IV&V services that also has an SDVOB goal of 6%. WCB continues to work diligently with prime vendors to determine if there are any subcontracting opportunities available for SDVOB vendors.

Office of the State Comptroller

OSC’s Bureau of Finance has established directives that mandate and instruct all purchasing agents within its offices to be mindful that all contracts over \$50,000 must include SDVOB subcontracting goals where feasible. In support of the SDVOB program, OSC has conducted agency-wide educational training that creates a culture that supports and encourages procurement opportunities for qualified SDVOBs. During the previous four quarters (fiscal years 2018-19 and 2019-20), OSC’s SDVOB spending totaled \$303,093, which represents over 2% of our approved spending but less than the State’s 6% goal. OSC will continue participation in statewide outreach events and use discretionary thresholds to meet its goals.